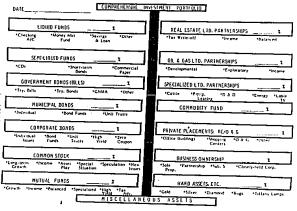
Thursday, February 14, 1985 O&E



Look for steady growth, moderate inflation



datebook

PURCHASING MANAGEMENT
Tauriday, Feb. 14 — Purchasing Management
Association of Detroit meets at 5:30 p.m. in Parmington, Information: Joann Mayer, 363-2000.

• LOTUS SYMPHONY

Thursday, Feb. 14 — Lotus Symphony four-week beginner course 7-9 p.m. in Bloomfield Hills. Fee: 465. Information: 645-3635. Sponsor: Cranbrook

OFFICE AUTOMATION SHOW

Friday, Feb. 15 — Office automation fair to be held 10 a.m. to 7 p.m. at Sheraton-Southfield hotel in Southfield, Admission: \$5. Information: Stephanile Pecorilli, 494-7017. Sponsor: Hospital Personnel Administration Association of Southeastern Michigan.

● SMALL BUSINESS TAXES

Saturday, Feb. 16 — "Tax Benefits of Small
Business" one-day workshop for current or pro-spective small business owners and managers 8:15
a.m. to 3 p.m. in Detroit, Fee-140. Information: 577-4710. Sponsors: Wayne State University, U.S. Small
Business Administration.

INTRODUCTION TO COMPUTERS
 Monday-Tuesday, Feb. 18-19 — "Introduction to
Personal Computers" seminar offered 9 a.m. to 5
p.m. in Detroit. Fee: \$400. Information: 445-0100.
Sponsor: Deloitte Haskins+Sells.

• MAKE THE BEST DEAL.

Tresday, Feb. 19 — "Dealing with Lenders.

A View From Both Sides of the Deak" will be presented at Council on Small Enterprise seminar 8-10 am. In Bloomfield Township, Fee: \$5 for members, \$10 for non-members, including conlinental breakfast. Reservations. 33-6148. Sponsor: Oakland County Chamber of Commercia.

SMALL BUSINESSES
 Tuesday, Feb. 19 — "How to Start or Run a
Small Business" workshop begins at 7 p.m. in Troy.
Free. Information: 577-4553. Sponsor: Wayne State
University."

WOMEN IN REAL ESTATE
 Tuesday, Feb. 19 — Women's Commercial Real
 Estate Association meets in Southfield. Information: Rose Beres, 553-8131.

● DATABASE MANAGEMENT
Tuesday, Feb. 20 — Database Management seminar offered 9 a.m. to 5 p.m. in Detroit. Fee: \$250.
Information: 446-0100. Sponsor: Deloitte
Haskins+Selis.

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● MONEY MANAGEMENT
Wednesdays, Feb. 20 to March 6 — Money management for women offered 6:30-8:30 p.m. in Dearborn. Registration fee for all three courses: \$16.
Information: 939-5147. Sponsor: University of Michigan-Dearborn Women's Center.

ACCOUNTANTS MEET
 Thursday, Feb. 21 — National Association of Accountants meet. Information: Harold R. Ackerman, 2251470.

● ADVANCED LOTUS

Thursday, Feb. 21 — Lotus 1-2-3 seminar 9 a.m. to 5 p.m. in Detroit. Fee: \$175. Information: 445-0100. Sponsor: Deloitte Haskins+Sells.

COMPUTER OVERVIEW

Thursday, Feb. 21 — "Overview of Computers for Business and Pleasure" seminar 7-9 p.m. in Southfield. Fee: \$20. information: 559-5920. Spon-sor: Word Processor Learning Center.

WOMEN BUSINESS OWNERS
 Thursday, Feb. 21 — National As

Women Business Owners meets for breakfast. Information: Sally, 259-6350.

ADVANCED LOTUS
 Friday, Feb. 22 — Advanced Lotus 1-2-3 seminar
 9 a.m. to 5 p.m. in Detroit. Fee: \$250. Information:
445-0100. Sponsor: Deloitte Haskins+Sells.

OWNER AS CONTRACTOR
 Saturdays, Feb. 23 and March 2 — Owner as contractor class will be 9 a.m. to 4 p.m. in Royal Oak. Fece. \$175. Information: \$45-7018. Sponsor: Michigan Owner Huilder Center.

● RUN A SMALL BUSINESS Monday, Feb. 25 — Small business management training course, "How to Run a Successful Small Business," begins at 7 p.m. in Southield-Tuition charged. Information: 577-4353. Sponsor: Wayne State University.

WOMEN ACCOUNTANTS
 Tuesday, Feb. 25 — American Society of Women Accountants meets in Birmingham. Information: Virginia LaBlanc, 837-4024.

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START SMALL BUSINESS
 Wednesday, Feb. 27 — Small business management training course, "How to Start a Successificable like and the start a Successificable like and the start as th

Current Outlook

In the area of investments, your best bets for 1985 are as follows: keep your money where it will benefit from steady growth in GNP and moderate inflation. Don't play inflation bedges, such as gold and collectibles, and look for sound financial assets.

In the stock market, the year will belong to the blue chips. In the fixed-income markets, it would not be a bad idea to keep your cash in six-month CDs, Treasury bills or money-market funds.

For the longer term, bonds also look attractive at current rates.

More specifically, the safest fixed-income securi-ties are Treasury bills. Those with maturities with less than one year are yielding 9 percent.

Insured CPs Issued by banks and thrift institu-tions as well as money-market accounts offer a widely varied range of interest rates, depending on the particular institution and the maturity. The typ-loal average yield of 2 1/2-year CPs, assuming dai-ity compounding over the fourth period, is 11-1/4 percent, but some yield up to 13 percent.

Normally, the longer the maturity of a fixed-in-come security, the higher the yield. But to guard against a future rise in interest rates, it is prudent to stay relatively short — five years or less.

For the names of banks and thrifts that pay the highest rates nationwide, with instructions on how to buy by telephone or mail, contact your financial planner.

The accompanying chart outlines the various types of investments you might include in your portfolio. As a long-run strategy, you may wish to maintain a diversified portfolio.

EDUCATIONAL SEMINAR: The Observer & Eccentric Newspapers and the Coordinated Finan-

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cial Planning staff will conduct two seminars 7:10 p.m. The (first will be at the Kingaley Inn., 1475 N. Woodward Ave, Bloomfield Hills, Another will be Toesday, March 12, at the Baldwin Public Library, 351 Martin St., Birmingham. The seminars will cover strategic Planning tertical planning insurance, the product of the

Sid Mittra is presi-dent of Coordinated Fi-nancial Planning, Inc. in Troy and professor of conomics and man-agement at Oakland University.





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